



DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20350-1000

SECNAVINST 1210.6A CH-2
CMC (MPP-30)
15 March 1993

SECNAV INSTRUCTION 1210.6A CHANGE TRANSMITTAL 2

From: Secretary of the Navy

Subj: TRANSFER OF RESERVE OFFICERS AND RESERVE WARRANT OFFICERS
AND REDESIGNATION OF LIMITED DUTY OFFICERS IN THE MARINE
CORPS

Encl: (1) Revised pages 7 through 9, new page 9a, and reprinted
page 10 to the basic instruction

1. Purpose. To revise the provisions of the basic instruction relating to the review and approval for the transfer of Reserve officers, Reserve warrant officers, redesignation of limited duty officers in the Marine Corps, and to implement the Warrant Officer Management Act.

2. Action. Remove pages 7 through 10 of the basic instruction, and replace with the enclosure of the change transmittal.

F. B. Kelso, II
F. B. Kelso, II
Acting

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(Same as basic)

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OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20350-1000

SECNAVINST 1210.6A CH-1
CMC (MPP-30)
9 July 1990

SECNAV INSTRUCTION 1210.6A CHANGE TRANSMITTAL 1

From: Secretary of the Navy

Subj: TRANSFER OF RESERVE OFFICERS AND RESERVE WARRANT OFFICERS
AND REDESIGNATION OF LIMITED DUTY OFFICERS IN THE MARINE
CORPS

Encl: (1) Reprinted pages 5 and 9 of the basic instruction, and
revised pages 6, 7, 8 and 10

1. Purpose. To revise the provision of the basic instruction
relating to the convening authority for the Officer Retention
Board.

2. Action. Remove pages 5 through 10 of the basic instruction,
and replace with the enclosure of this change transmittal.

A handwritten signature, likely of H. Lawrence Garrett, III, is written over a horizontal line. The signature is stylized and appears to be "H. Lawrence Garrett, III".

Distribution:
(See revised page 10 of the instruction) Secretary of the Navy

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W/CHS 1+2

SECNAVINST 1210.6A
CMC (MPP-30)

25 August 1983

SECNAV INSTRUCTION 1210.6A

From: Secretary of the Navy

Subj: Transfer of Reserve officers and Reserve warrant officers
and Redesignation of Limited Duty Officers in the Marine
Corps

Ref: (a) Title 10, United States Code (NOTAL)
(b) DoD Directive 1310.2 of 20 Oct 81 (NOTAL)
(c) SECNAVINST 1427.2 (NOTAL)
(d) DoD Directive 1312.3 of 15 Oct 81 (NOTAL)

(A)

1. Purpose. To establish regulations, in accordance with references (a) and (b), that govern the transfer of Reserve officers and Reserve warrant officers into the Regular Marine Corps and the redesignation of Limited Duty Officers as Unrestricted Officers.

2. Cancellation. SECNAVINST 1210.6.

3. Applicability. The provisions of this instruction are applicable to Reserve officers in an active status and Reserve warrant officers on active duty who are applicants for transfer into the Regular Marine Corps and limited duty officers who are applicants for redesignation as unrestricted officers. (R)

4. Policy. It is Department of the Navy policy to allow transfers and redesignations, within the maximum authorized Regular officer strength, of those officers who have clearly demonstrated the potential for full careers as military officers in order to sustain the quality and effectiveness of the officer force. Transfers and redesignations shall be made under the following guidelines: (R)

a. Reserve officers will be appointed as Regular officers to obtain and maintain an all-Regular officer corps in the grade of major and above;

b. Reserve warrant officers will be appointed as Regular warrant officers to meet approved active duty requirements for warrant officers in each warrant officer specialty; and

c. Limited duty officers will be redesignated as unrestricted officers to permit the best use of officer skills and experience or to meet approved requirements for Regular unrestricted officers in the grade concerned when these requirements cannot be met by in-zone promotions and when redesignation will not affect the maintenance of approved limited duty officer requirements in that grade. (A)

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5. Definitions. As used in this instruction, the following terms are, unless otherwise stated, defined as follows:

a. Active commissioned service. Service on active duty as a commissioned officer in a grade above warrant officer, W-1.

b. Active duty. Full-time duty in the active military service of the United States. It includes duty on the active-duty list, full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the Navy.

c. Active-duty list. The list of all officers on active duty in the Marine Corps, other than officers described in section 641 of reference (a).

d. Applicant. An officer who applies, or who is considered without making formal application, for transfer or redesignation under this instruction.

e. Career Reserve Program. A program in which a Reserve officer may remain on active duty until discharge from the Marine Corps Reserve under section 6389(a) of reference (a), elimination from an active status in the Marine Corps Reserve upon completion of a period of total commissioned service equal to that specified in section 6389(c) of reference (a) for the permanent grade in which serving, or elimination from an active status under section 6389(f) of reference (a).

f. Distinguished Basic School Graduate. A Reserve officer who is nominated for transfer to the Regular Marine Corps by virtue of having graduated in the top 15 percent of his/her Basic School class.

g. Distinguished Naval Graduate (DNG). An individual who graduates from the NROTC College Program and who is designated by the Commandant of the Marine Corps a "DNG" by virtue of demonstrated outstanding qualities of leadership, high moral character, noteworthy achievement in the training program, and exceptional aptitude for the naval service.

h. Extended Duty Reservist Program. A program in which a Reserve officer may remain on active duty until discharge from the Marine Corps Reserve or involuntary release from active duty as a result of having twice failed of selection for promotion to the next higher grade.

i. Limited Duty Officer (Permanent). A permanent commissioned officer appointed under section 5589 of reference (a) in a permanent grade above chief warrant officer, W-4, and designated for limited

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duty; or a former limited duty officer (temporary) who was appointed in a permanent grade above chief warrant officer, W-4 under section 5573a of reference (a) before 15 September 1981 and designated for limited duty.

j. Limited Duty Officer (Temporary). A commissioned officer temporarily appointed under section 5596 of reference (a) in a grade above chief warrant officer, W-4 in the Regular Marine Corps who is designated for limited duty and whose permanent status is chief warrant officer, warrant officer, or enlisted member.

k. Officer Retention Board. A board or boards of commissioned officers of the Regular Marine Corps appointed by the Secretary of the Navy for the purpose of recommending Reserve officers and Reserve warrant officers for transfer to the Regular Marine Corps, and limited duty officers for redesignation as unrestricted officers.

l. Redesignation. The assignment of a limited duty officer (permanent) to unrestricted performance of duty under section 5589(e) of reference (a); or the appointment of a limited duty officer (temporary) in the grade of captain or below as a limited duty officer (permanent) under section 5589 of reference (a) and the concurrent assignment of that officer to unrestricted performance of duty under section 5589(e) of reference (a); or the appointment of a limited duty officer (temporary) serving in a grade above captain as a permanent Regular unrestricted officer under sections 531-33 of reference (a). (R)

m. Regular officer. An officer of the Regular Marine Corps on the active-duty list serving under a permanent appointment in a grade above chief warrant officer, W-4.

n. Reserve officer. An officer of the Marine Corps Reserve in an active status who holds a permanent grade above chief warrant officer, W-4.

o. Reserve warrant officer. An officer of the Marine Corps Reserve serving on active duty in a permanent warrant officer grade.

p. Transfer. The appointment of a Reserve officer to permanent officer grade in the Regular Marine Corps pursuant to sections 531-33 of reference (a) or the appointment of a Reserve warrant officer to permanent and temporary warrant officer grades in the Regular Marine Corps pursuant to sections 555 and 602 of reference (a).

q. Year Group. The set of all officers (excluding warrant officers) commissioned in a given 12-month period (1 July to 30 June).

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6. Eligibility of Applicants for Transfer. Applicants for transfer must meet the following requirements.

a. Reserve officers

(1) Grade. Must not hold a permanent grade above colonel.

(2) Citizenship. Must be a citizen of the United States.

(3) Age Requirements. Applicants are eligible for transfer to the Regular Marine Corps only if they will be able to complete 20 years of active commissioned service before their fifty-fifth birthday as of the date of their transfer to the Regular Marine Corps.

(4) Education Requirements. Applicants must have successfully completed 4 or more years of study as evidenced by a baccalaureate or higher degree from an accredited college or university. The Commandant of the Marine Corps may, acting for the Secretary of the Navy, waive this educational requirement in cases when the applicant's record is exceptional and waiver is in the best interest of the Marine Corps.

(5) Active Duty Requirement. Except for Distinguished Naval Graduates, applicants must have served on active duty as a commissioned officer in a grade above chief warrant officer, W-4, for at least 6 months.

(6) Physical Requirements

(a) The applicants must be physically qualified for active service.

(b) The applicant's reporting senior will direct that a review of the applicant's health record be made by the local medical authority at the time the application for transfer is initiated.

(c) A physical examination shall be required if one has not been conducted within the past 12 months.

(d) An officer will not be considered physically qualified for appointment if in any of the following categories:

1. Qualified for limited duty only (medically restricted status),

2. Undergoing hospitalization,

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3. On sick leave,
4. Awaiting appearance before a physical evaluation board, or
5. Awaiting final actions on the recommended findings of a physical evaluation board or a medical board.

(e) The Commander, Naval Medical Command, Department of the Navy is responsible for reviewing and providing advice to the Commandant of the Marine Corps concerning reports of physical examinations when an applicant is found not physically qualified.

(7) Moral character. Must be of good moral character.

b. Reserve warrant officers. Must be physically qualified as prescribed in paragraph 6a(6) and meet such additional eligibility criteria as may be prescribed by the Commandant of the Marine Corps.

7. Eligibility of Applicants for Redesignation as Unrestricted Officers. Limited duty officers (temporary or permanent) applying for redesignation must meet the following requirements:

- a. Must be a citizen of the United States.
- b. Must be qualified to hold a Category I MOS (a military occupational specialty suitable for assignment to unrestricted officers) that is in the same occupational field as the applicant's primary MOS. This requirement may be waived by the Commandant of the Marine Corps for limited duty officers (temporary or permanent) whose occupational field identified by their primary MOS does not contain a Category I MOS, provided they can establish qualifications to hold a Category I MOS as a primary MOS. (R)
- c. Must have a baccalaureate degree from a regionally accredited college or university. The Commandant of the Marine Corps may, acting for the Secretary of the Navy, waive this educational requirement in cases where the applicant's record is exceptional and waiver is in the best interest of the Marine Corps.
- d. Must be able to complete 20 years of active commissioned service before their fifty-fifth birthday.
- e. Must have completed at least 2 years of active duty as a limited duty officer (temporary or permanent).
- f. Must be recommended for redesignation by his/her commanding officer/commanding general.

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g. Must be physically qualified for active service as prescribed in paragraph 6a(6).

h. Must be of good moral character.

i. Must not have been considered by the Officer Retention Board for redesignation more than twice in the commissioned grade in which serving.

j. Must meet such additional eligibility criteria in accordance with applicable statutes as may be prescribed by the Commandant of the Marine Corps.

8. Boards to Recommend Applicants for Transfer or Redesignation

a. Except as provided in paragraph 8b, transfers of Reserve officers and Reserve warrant officers and redesignations of limited duty officers (temporary or permanent) shall be made only in accordance with the approved reports of an Officer Retention Board. The Officer Retention Board shall be composed of at least five commissioned officers serving in grades above captain in the Regular Marine Corps recommended by the Commandant of the Marine Corps and appointed by precept of the Secretary of the Navy. No member of the board shall act in the case of an applicant for transfer or redesignation who is serving in the same grade or in a higher grade than the member. Only three members are required to act in the case of an applicant for transfer who is serving in the grade of lieutenant colonel or colonel in the case of an applicant for redesignation who is serving in the grade of lieutenant colonel. The Commandant of the Marine Corps is authorized to modify or augment the membership of the board in order to provide the requisite seniority or in the event a member appointed by precept of the Secretary of the Navy becomes unavailable.

b. The following Reserve officers, if qualified under paragraph 6a of this instruction, may, with the approval of the Secretary of the Navy, be transferred from the Marine Corps Reserve into the Regular Marine Corps without the board action referred to in paragraph 8a, provided Regular officer authorized strengths permit:

- (1) Distinguished Naval Graduates;
- (2) Distinguished Basic School Graduates;
- (3) Reserve officers in the Career Reserve Program;
- (4) Reserve officers in the Extended Duty Reservist Program; and

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(5) Reserve officers on the active-duty list of the Marine Corps who are selected for promotion to the grade of major or above pursuant to the recommendation of a board convened under chapter 36 of reference (a).

c. Each member of an Officer Retention Board shall swear or affirm that he/she will perform his/her duties as a member of the board without prejudice or partiality and having in view both the special fitness of officers and the efficiency of the Marine Corps.

d. The Commandant of the Marine Corps or his designee shall furnish the board with the names, applications and records of all eligible applicants. The board shall carefully consider the case of every officer whose name is so furnished.

e. Each board will recommend for transfer or redesignation, as appropriate, eligible officers in numbers not in excess of the appropriate numbers provided for each year commissioned service and/or skill by the Commandant of the Marine Corps or his designee.

f. The selection of applicants for transfer or redesignation, as appropriate, shall be based upon their mental, moral, and professional qualifications as demonstrated by their official records, including their completed application for transfer or redesignation, as appropriate. In deliberations concerning cases in which limited duty officers have requested redesignation as unrestricted officers, the board shall give consideration to the potential of such applicants to fulfill the needs of the Marine Corps as a limited duty officer in their present military occupational specialty (MOS) as well as their potential to fulfill the needs of the Marine Corps as an unrestricted officer.

g. Applicants who are naval aviators or naval flight officers, and who are otherwise eligible for transfer, shall also be eligible for duty involving flying after transfer to the Regular Marine Corps.

R) h. Officer Retention Boards shall submit at least one written report to the Commandant of the Marine Corps signed by all of the acting members and the recorder(s). Each report shall certify that the board has complied with all instructions and directions contained in the precept and that, in the opinion of at least a majority of the acting members of the board:

(1) the Reserve officers recommended are fully qualified for transfer and are the best qualified of all eligible applicants;

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(2) the Reserve warrant officers recommended are fully qualified for transfer and are the best qualified of all eligible applicants; and/or

(3) the limited duty officers (temporary or permanent) recommended are fully qualified for redesignation and are better qualified for assignment to duty as unrestricted officers than as limited duty officers.

- R) i. Each report shall be submitted to the Commandant of the Marine Corps for approval or disapproval, in whole or in part, via the Staff Judge Advocate to the Commandant of the Marine Corps for legal review, and the Deputy Chief of Staff for Manpower and Reserve Affairs.
- R) j. The proceedings of the board shall not be divulged by any member of the board nor by the recorders to anyone except the Secretary of the Navy, the Commandant of the Marine Corps, or their authorized representatives. The recommendations of the board shall not be disclosed until approved by the Commandant of the Marine Corps except as authorized by the Commandant of the Marine Corps.
- R) k. The Commandant of the Marine Corps may remove the name of any officer from a list of officers recommended for transfer or redesignation under this instruction.

9. Appointment and Assignment of Position on Active-Duty List of Selected Applicants

a. Each Marine Corps Reserve officer recommended and approved for transfer shall be appointed as a Regular officer in a permanent grade not above colonel in the Marine Corps, and assigned a position on the active-duty list pursuant to reference (c), as follows:

(1) in the case of an officer on the active-duty list immediately before that appointment as a Regular officer, that officer shall be appointed in the same grade and with the same date of rank as the grade and date of rank held by the officer on the active-duty list immediately before the appointment; and

(2) in the case of an officer not on the active-duty list immediately before that appointment as a Regular officer, that officer shall be appointed in the same grade and with the same date of rank as the grade and date of rank that the officer would have held had the officer been serving on the active duty list as a Reserve officer on the date of the Regular appointment.

- R) b. Each Reserve warrant officer recommended and approved for transfer shall be appointed as a Regular warrant officer and

assigned a position on the active duty list pursuant to section 574 of reference (a), as follows:

(1) In the case of a warrant officer on the active duty list immediately before that appointment as a Regular warrant officer, that warrant officer shall be appointed in the same grade and with the same date of rank as the grade and date of rank held by the warrant officer on the active duty list immediately before the appointment; and

(2) In the case of a warrant officer not on the active duty list immediately before that appointment as a Regular warrant officer, that warrant officer shall be matched to a warrant officer holding a warrant officer grade in the Regular Marine Corps whose grade and date of rank correspond most closely to the Reserve warrant officer's grade and date of rank. The Reserve warrant officer shall then be appointed under section 571 of reference (a) in the same Regular warrant officer grade and with the same date of rank as his/her matching officer's grade and date of rank.

c. Each limited duty officer (temporary) serving in a grade not above captain recommended and approved for redesignation shall be permanently appointed pursuant to section 5589 of reference (a) in the same grade not above the grade of captain and with the same date of rank held by that officer immediately before such appointment. Such officer shall concurrently be assigned to unrestricted performance of duty pursuant to section 5589(e) of reference (a). The officer's grade, date of rank, and position on the active-duty list shall remain the same.

d. Each limited duty officer (permanent) recommended and approved for redesignation will be assigned to unrestricted performance of duty pursuant to section 5589(e) of reference (a). The officer's grade, date of rank, and position on the active duty list shall remain the same.

e. Each limited duty officer (temporary) serving in a grade above captain who is recommended and approved for redesignation shall be permanently appointed under sections 531-33 of reference (a) and reference (d), and assigned to unrestricted performance of duty. Such an officer shall be credited at the time of such an appointment with one day of credit for each day prior active commissioned service (other than service as a commissioned warrant officer) that was performed in the Marine Corps before such appointment. The officer shall be appointed in the same grade and with the same date of rank as the junior unrestricted officer on the active-duty list of the Marine Corps who:

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(1) Was originally appointed as an unrestricted officer in the Marine Corps in the grade of second lieutenant with no prior commissioned service;

(2) Has been on active duty continuously since appointment in the Marine Corps;

(3) Was promoted under reference (a), in due course, to all grades in which served;

(4) Has not lost numbers or precedence on the lineal list or active-duty list; and

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(5) Has on the date of appointment of the limited duty officer (temporary) active commissioned service that is equal to the service credit of the limited duty officer (temporary) computed above;

Provided that if there is no such officer described in paragraph 9e(1)-(5), the limited duty officer (temporary) shall have the grade and date of rank that most closely approximates those of such an officer if one existed;

Provided further that a limited duty officer (temporary) selected and approved for redesignation as an unrestricted officer may not be appointed in a grade above major unless the Secretary of the Navy, based upon the recommendation of the Commandant of the Marine Corps, finds that approved authorizations for unrestricted officers above the grade of major in the Category I MOS for which the limited duty officer (temporary) is recommended for redesignation as an unrestricted officer cannot be met by promotion and selective continuation in the Regular Marine Corps.

A limited duty officer (temporary) serving in a grade above captain who is appointed under sections 531-33 of reference (a) and reference (d) shall be placed on the active-duty list in accordance with reference (c)."

10. Action. The Commandant of the Marine Corps is assigned the responsibility for implementing this instruction.

11. Reports. The reports contained in this instruction are exempt from reports control by SECNAVINST 5214.2B.

R) Distribution:
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